

**LANSING SCHOOL DISTRICT**  
**PROFESSIONAL SERVICES**  
**FOR**  
**LONG-RANGE MASTER FACILITIES PLAN**

REQUEST FOR PROPOSALS (“RFP”)

March 25, 2024

Addendum 3

Request for Information

1. How many facilities do not have floor plans available?

A: See RFP Addendum 2 for floor plans

2. Will it be the responsibility of the A/E to generate a “graphic” plan if not available?

A: No, can be included as an option if preferred by Proposer

3. Confirm structural condition assessments shall be visual in nature and not requiring engineering calculations

A: Confirmed

4. Confirm Mechanical condition assessment shall be visual in nature and not requiring engineering calculations

A: Confirmed

5. Are there district expectations on the number of community meetings

A: To be determined and developed by Proposer in response to RFP

6. Meeting with the district staff – Can these be addressed within a combined universal meeting or does the district requirement individual meetings to be held for each facility

A: To be determined and developed by Proposer in response to RFP, does not necessarily need to be by individual facilities

7. Address immediate space issues – is this related specifically to student count or are there expectation of planning concepts to meet these needs. If so, are there specific facilities that are in question?

A: Student count as well as expectation of planning concepts to meet future needs; all facilities

8. Utilize Arc GIS mapping – confirm specific deliverables for this requirement

A: To represent current and future capacity and utilization analysis

9. Is there a final deliverable date for the assessment package?

A: Final deliverable date to the Board of Education will be determined after interviews and Facilities Committee review; see RFP for timeline